



**City of Valley City, North Dakota**  
**Application for**  
**Contractor, Electrician, Plumber and/or**  
**Mechanical Contractor License(s)**  
**FOR PERIOD: June 1, 2025 – May 31, 2026**

*The undersigned hereby makes application for a license to the City of Valley City, North Dakota, and agrees to comply with the requirements of City Ordinances pertaining thereto.*

**Name of Business:** \_\_\_\_\_

**Owner:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**City, State Zip Code:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Today's Date:** \_\_\_\_\_

**Type of License Applying For** *(check all that apply):*

\_\_\_\_\_ Contractor      \_\_\_\_\_ Electrician      \_\_\_\_\_ Plumber      \_\_\_\_\_ Mechanical

**State License Numbers** *(provide all that apply):*

\_\_\_\_\_ Electrician      \_\_\_\_\_ Plumber      \_\_\_\_\_ Contractor

*Licenses will only be issued to master electricians (NDCC 43-09-20) and master plumbers (NDCC 43-18-10).*

**A copy of the following must be filed with the City Auditor as part of this application:**

\_\_\_\_\_ **Certificate of Liability Insurance**, City of Valley City as certificate holder

\_\_\_\_\_ **Current copy of State Electrician and/or Plumber License**

\_\_\_\_\_ **Current copy of State Contractor License,**

*No person may engage in the business nor act in the capacity of a contractor within this city when the cost, value, or price per job exceeds the sum of \$1,000 without first having a license.*

**If applicant does not provide state contractor license and states that it is not required please sign here:**

\_\_\_\_\_.

**LICENSE FEE:** \_\_\_\_\_ \$100 if **initial application**, make checks payable to City of Valley City  
\_\_\_\_\_ \$50 if **renewal application**

**RETURN TO:** Valley City Auditor  
220 3<sup>rd</sup> St. NE  
Valley City, ND 58072

**Phone:** (701) 845 – 1700  
**Email:** [tpolecity@valleycity.us](mailto:tpolecity@valleycity.us)